

25X1 Dist.:

25X1 Orig. & cy - addressee

Cy #3 - [redacted]

Cy #4 - [redacted]

Cy #5 - Ops subj.

Cy #6 - Admin chrono

Cy #7 - Ops chrono

[redacted]
Cy 6 of 7

9 April 1956

MEMORANDUM FOR: COLONEL RUSSELL A. BERG
APCSS-PO, Headquarters USAF

SUBJECT : Recommended Procedures for Securing AWS Instrumentation

25X1 1. Time limitations have prevented the issuance of adequate instruc-
25X1 tions to [redacted] of the channels which I believe he should
25X1 follow in securing meteorological instruments. He has secured the first
two packages through his own resources with minimum assistance. It now
appears appropriate to establish firm procedures by which [redacted]
will secure all further instruments or equipment. I suggest the following:

25X1 a. [redacted] should state his requirements to the
Director of Material of Project Headquarters. Requirements should
include quantity, nomenclature, Air Force Stock List No. (if
available), point of delivery, and date delivery required.

b. These requirements will be reviewed by Project Material
personnel and those which are compatible with the established
program will be secured by Material people in their established
manner.

c. Project Material will notify the Project Contracting
Officer of the amount of reimbursement required for Air Force
items and the Air Force component through which reimbursement
should be handled.

d. The Project Finance Officer will arrange for payment
upon notification by the Contracting Officer.

2. If you approve of these procedures you are requested to issue
appropriate instructions to the Air Weather Service.

JACK A. GIBBS
Colonel, USAF

RJS/aen

Coordination:

25X1 [redacted]
Asst. Director of Material

[redacted]
Contracting Officer